



REQUEST FOR PROPOSAL (RFP) ADDENDUM

Addendum No.: 1

Date of Addendum: June 7, 2019

RFP Number: RFP54 – Disability Review Services

Agency: Minnesota State Retirement System (MSRS)

Due Date, Time: June 21, 2019, at 3:00 p.m. CT

Revised Date, Time: N/A

Contact:

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SCOPE OF ADDENDUM

REVISION 1. Exhibit B – “Data, Technology, and Security Responsibilities.” The first paragraph of Section 9 (page 3), “Security Audits and Remediation” is amended as such:

Each year, Contractor, in connection with its Services and operations, shall timely provide the State with a copy of the reviews performed by Contractor’s external auditors as set forth in an SSAE-16 report or any new or replacement standards or protocols to such report. In addition, annually upon request by the State, Contractor agrees to participate in an IT controls discussion with members of the State’s Information Security staff with a business need to participate in such discussion. The IT controls discussion may be performed via phone conference, or at a location mutually agreed to by both parties. The State agrees to provide Contractor with at least 14 business days’ advance written notice prior to conducting an IT controls discussion. This section will be re-examined if the Contractor provides cloud services in connection with its Services hereunder. As long as relevant certifications are maintained, audits may be performed every 18 – 24 months.

REVISION 2. Exhibit B – “Data, Technology, and Security Responsibilities.” The second paragraph of Section 19 (page 6), “Business Continuity Planning” is deleted:

~~A successful exercise of full call transfer from MSRS to Contractor is to be conducted quarterly, and duplicate records in connection with the plans are maintained by Contractor off-site to reconstruct necessary data.~~

REVISION 3. Exhibit E – “Cost Proposal Template” is replaced in its entirety with the version dated 06-07-19. The updated version more accurately represents the level of work MSRS expects from the selected vendor. Specifically:

<i>Task</i>	<i>Original version</i>	<i>Addendum 1</i>
Per-Event Cost for New Claims	67	81
Per-Event Cost for Periodic Reviews	277	7
Per-Event Cost for an Functional Capacity Exam (FCE)	6	2
Per-Event Cost for an Independent Psychiatric Exam (IPE)	[Missing]	3
Per Event Cost for an Independent Medical Exam (IME)	12	16
Vocational Assessment	6	6
Appeal Preparation	23	2
Appeal Testimony	23	1

This addendum shall become part of the RFP and **MAY** be returned with the RFP proposal.

RESPONDER NAME:

SIGNATURE:

TITLE:

DATE: